BOOKS, REPORTS, SPECIAL STUDIES

Author	Title	Issue	Page No.
Appley, Lawrence A.	The Management Evolution	Winter	9
Argyris, Chris	Integrating the Individual and the Organization	Fall	16
Bakke, E. Wight	A Positive Labor Market Policy	Fall	19
Balinsky, Benjamin	The Selection Interview: Essentials for Management	Summer	13
Bartels, Robert, Ed.	Ethics in Business	Spring	15
Beaumont, R.A., R.B. Helfgott	Management, Automation and People	Fall	17
Blood, Jerome W., Ed.	The Management of Scientific Talent	Spring	16
Bloom, G.F., H.R. Northrup, R.L. Rowan, Eds.	Readings in Labor Economics	Summer	14
Bond, F.A., D.A. Leabo, A.W. Swinyard	Preparation for Business Leadership	Fall	15
Bradford, L.P., J.R. Gibb, K.D. Benne, Eds.	T Group Theory and Laboratory Method	Summer	13
Burr, John	White-Collar Restiveness, A Growing Challenge	Fall	16
Burtt, Everett Johnson, Jr.	Labor Markets, Unions, and Government Policies	Winter	13
Byrd, Stephen F.	Management Strategy in Collective Bargaining	Spring	18
Chamberlin, Edward H.	The Economic Analysis of Labor Union Power, rev. ed.	Fall	18
Chandler, Margaret K.	Management Rights and Union Interests	Winter	14
Cohen, Sanford	Labor Law	Fall	20
Cole, David L.	The Quest for Industrial Peace	Spring	18
Cubbedge, Robert E.	Who Needs People? Automation and Your Future	Spring	19
Daiute, Robert J.	Scientific Management and Human Relations	Summer	11
Dean, Burton V., Ed.	Operations Research in Research and Development	Fall	19
Farwell, D.F., D.L. Harbour	Extended Vacations: An Innovation in Collective Bargaining	Summer	13
Fisk, George, Ed.	The Frontiers of Management Psychology	Summer	15
Fryer, F.W.	An Evaluation of Level of Aspiration as a Training Procedure	Winter	11
Garrett, Thomas M., S.J.	Ethics in Business	Spring	15
Ginzberg, Eli, Ed.	Technology and Social Change	Fall	20
Ginzberg, Eli, Ivan E. Berg	Democratic Values and the Rights of Management	Fall	15
Gitlow, Abraham L.	Labor and Industrial Society	Spring	13
Greenwalt, Crawford H.	The Uncommon Man	Fall	17
Handy, Rollo and Paul Kurtz	A Current Appraisal of the Behavioral Sciences	Winter	10
Hiestand, Dale L.	Economic Growth and Employment Opportunities for Minorities	Winter	10
Heyel, Carl, Ed.	The Encyclopedia of Management	Summer	11
Hower, Ralph M., Charles D. Orth, III	Managers and Scientists	Spring	18
Industrial Relations Institute	The Industrial Relations Executive	Winter	11
Jacobs, Paul	The State of the Unions	Summer	15
Johnson, Rossall J.	Executive Decisions	Spring	13
Kahn, Mark L., Ed.	Labor Arbitration and Industrial Change	Fall	18
Kast, F.E., J.E. Rosenweig, Eds.	Science, Technology and Management	Spring	13
Knudson, Harry R., Jr.	Human Elements in Administration	Summer	14
Kreps, J.M., Ed.	Employment, Income and Retirement Problems of the Aged	Summer	12
Latham, James L.	Human Relations in Business	Summer	16
Leavitt, H.J., Ed.	The Social Science of Organizations--Four Perspectives	Summer	15
Levison, Harry	Emotional Health in the World of Work	Summer	10

BOOKS, REPORTS, SPECIAL STUDIES
(Continued)

Author	Title	Issue	Page No.
Lindsay, Franklin A.	New Techniques for Management Decision Making	Summer	14
Littlefield, C.L. F. Rachel	Office and Administrative Management, 2nd Ed.	Spring	16
Longennecker, Justin G.	Principles of Management and Organizational Behavior	Summer	11
Machol, Robert E., Paul Gray, Eds.	Recent Developments in Information and Decision Processes	Fall	19
MacDonald, Robert M.	Collective Bargaining in the Automobile Industry	Spring	19
Mailick, S., E.H. Van Ness, Eds.	Concepts and Issues in Administrative Behavior	Summer	12
Marcuse, Herbert	One Dimensional Man	Winter	11
Massie, Joseph L.	Essentials of Management	Winter	13
McGuiness, Kenneth C.	The New Frontier NLRB	Spring	17
Melone, J.J.	Collectively Bargained Multi-Employer Pension Plans	Spring	14
Miller, Stanley S.	Management Problems of Diversification	Fall	17
Miner, John B.	The Management of Ineffective Performance	Winter	12
Moranian, Thomas	The Research and Development Engineer as Manager	Summer	16
Morgan, John S.	Getting Across to Employees	Summer	10
Morse, Bruce	How to Negotiate the Labor Agreement	Winter	13
Northrup, Herbert R.	Boulwarism	Winter	9
Northrup, Herbert R., Gordon F. Bloom	Government and Labor	Spring	17
Joseph C. Bailey, and Francis W. Wolek	Administering Research and Development	Winter	12
Owen, W.V., H.V. Finston	Industrial Relations	Summer	12
Pfiffner, J.M. and M. Fels	The Supervision of Personnel: Human Relations in the Management of Men	Winter	14
Pigors, P., C.A. Myers, F.T. Malm, Eds.	Management of Human Resources	Fall	20
Piotrowski, Zygmunt A., M.R. Rock	The Perceptanalytic Executive Scale	Spring	14
Richardson, Reed C.	The Locomotive Engineer, 1863-1963	Winter	14
Roccaferrera, Guiseppe di	Operations Research Models for Business and Industry	Winter	12
Sayles, Leonard R.	Individualism and Big Business	Spring	15
Somers, Gerald G., Ed.	Labor, Management and Social Policy	Summer	16
Stevens, Carl M.	Strategy and Collective Bargaining Negotiation	Spring	16
Strauss, A.L., L. Rainwater	The Professional Scientist	Spring	14
Sultan, Paul E.	The Disenchanted Unionist	Fall	16
Tolles, N. Arnold	Origins of Modern Wage Theories	Fall	18
Torre, Mottram	The Selection of Personnel for International Service	Spring	19
Tredgold, R.F.	Human Relations in Modern Industry	Summer	10
Vroom, Victor H.	Work and Motivation	Fall	15
Weaver, Leon H.	Industrial Personnel Security	Spring	17
Weintraub, Sidney	Some Aspects of Wage Theory and Policy	Winter	10

PERIODICAL ARTICLES

PERSONNEL ORGANIZATION, FUNCTIONS AND POLICIES

Author	Title	Issue	Page No.
Boedecker, Ray R.	Why Delegation Goes Wrong	Summer	18
Brown, David S.	The Personnel Officer's New Dilemma	Fall	23
Dunavan, T.A.	U.S. 'Trade Expansion" Bill and Personnel Management	Spring	22
Dunnette, Marvin D.	Are Meetings Any Good for Solving Problems?	Summer	18
Gibbons, Charles C.	Control -- A Neglected Dimension of Personnel Administration	Fall	23
Gross, Edward	Sources of Lateral Authority in Personnel Departments	Fall	23
Harris, R.H.	How to Sell Management on Personnel Research	Spring	22
Hoopes, Townsend	Creativity: Key to Organizational Renewal	Spring	22
Industrial Relations News	Company Policies and Attitudes Regarding Employees' Wives	Fall	22
Kyte, Aileen L.	The Personnel Man -- In Transition?	Spring	21
Laski, Joseph S.	Is Personnel Management Bankrupt?	Winter	16
Lipstreu, Otis	Weighed in Balance	Summer	18
Loomis, John M.	White Collar Unionization and Creative Personnel Management	Winter	17
Mellenbruch, P.L.	Top Management's "Blind Spot"	Spring	21
Miller, Frank B. and Mary A. Coghill	Sex and the Personnel Manager	Winter	17
Scanlan, Burt K.	Increasing Supervisory Effectiveness Through Personnel Management	Winter	16
Scheer, Wilbert E.	Is Personnel Management A Profession?	Fall	22
Schlissel, Fred	The Seven Deadly Sins of Staff Meetings	Summer	19
Shostak, A.	Race Relations: Questions and Answers for Personnel Men	Fall	22
Skinner, C. Wickham	Management of International Production	Winter	16
Solem, Allen R.	Group Methods in Management	Spring	21

MANPOWER PLANNING AND STAFFING

N. Balke, R.R., J.S. Mouton, L.B. Barnes, and L.E. Greiner	Breakthrough in Organization Development	Winter	18
Boyd, J.B.	Hidden Factors in Employee Turnover-- Implication Regarding Manpower Composition	Spring	23
Brown, David S.	Who Needs an Assistant Manager?	Summer	19
Cassidy, Robert E.	Manpower Planning: A Coordinated Approach	Spring	23
Guest, Robert H.	Better Utilization of Skills Through Job Design	Winter	17
Industrial Relations News	Defense Cutbacks: A Burden for the IR-Executive	Fall	24
Lawler, Edward E., III	How Long Should a Manager Stay in the Same Job?	Winter	18
Vetter, Eric	How to Forecast Your Manpower Needs	Summer	19
Vetter, Eric	The Nature of Long Range Manpower Planning	Fall	24

COST CONTROL

Author	Title	Issue	Page No.
Administrative Management	Effective Simplification of Work	Fall	25
Becker, Carl A.	How to Forestall Benefit Giveaways	Summer	20
Bowen, William	Who Owns What's in Your Head?	Fall	24
Business Management	How to Guard Against Dishonesty	Fall	25
Duerr, Edwin C.	Reorganizing for Higher Productivity	Winter	18
Hirschmann, Winfred B.	Profit From the Learning Curve	Spring	23
Randall, Clyde N.	Is Your Personnel Operation Worth Its Cost?	Winter	19
Wyatt & Morse Inc.	Suggestion Systems: Basic to Cost Reduction	Spring	24

MANAGEMENT SELECTION AND DEVELOPMENT

Bulanda, Zig	The Executive Recruiter	Fall	26
Business Management	How to Orient a New Executive	Fall	26
Caskey, Clark C.	Is There a Mess in Middle Management?	Winter	20
Fisch, Gerald G.	The "Developed" Executive: Entrepreneur or Corporate Civil Servant	Fall	26
Ghiselli, E.E.	Maturity of Self-Perception in Relation to Managerial Success	Summer	20
Habbe, Stephen	Psychological Evaluations of Executives	Spring	24
Hubben, H.	Executive Development Practices and Problems--The Industrial Experience	Summer	20
Morrison, James H.	Shaping the Executive Profile	Spring	25
Nation's Business	Great Opportunities Ahead	Spring	24
Nation's Business	Where To Find New Leaders	Winter	19
Powell, Reed M.	Elements of Executive Promotion	Spring	25
Powell, Reed M.	How Men Get Ahead	Summer	21
Runge, Peter	What Management Can Do to Develop Future Leaders in Industry	Summer	21
Schultz, James R.	Blueprint for Executive Job Satisfaction	Fall	25
Sherwood, Frank	The Role Concept in Administration	Summer	21
Spitzer, M.E. W.J. McNamara	A Managerial Selection Study	Summer	22
Stewart, Nathaniel	Free the Man Who's Boxed In	Fall	27
Webster, Eric	Is Executive Rivalry Hurting Your Profits?	Winter	19
Weill, Peter R.	Educate Yourself for More Progress	Spring	25

ENGINEERS AND SCIENTISTS: RECRUITING, MOTIVATING, REWARDING

Best, Robert D.	The Scientific Mind vs. The Management Mind	Spring	26
Davey, Harold W.	The Arbitrator Views the Industrial Engineer	Winter	20
Diefenbach, William S.	Designing Professional Compensation Plans	Fall	27
Howton, F. William	The Scientist as Orgman	Winter	20
Jones, Donald T.	An Untapped Supply of Engineers	Summer	22
Jones, Sidney L.	The Feasibility of Personnel Management in Industrial Research Organizations	Spring	26
McLaughlin, D.H.	Research Personnel--Selecting and Understanding	Summer	22
Schultz, Duane P.	R & D Personnel: Two Basic Types	Summer	23
Simons, Gustave	How To Attract And Reward Good Scientists	Spring	26
Stambler, Howard V.	Scientists and Engineers, 1960-70: Supply And Demand	Spring	27
Strauss, George	Professional or Employee Oriented Dilemma For Engineering Unions	Fall	27

HUMAN RELATIONS: MOTIVATION, MORALE, AND DISCIPLINE

Author	Title	Issue	Page No.
Anthony, Donald E.	New Trend in Morale Development	Fall	29
Bailey, Charles	When It's Right to be Wrong	Fall	28
Business Management	Should Employers Meddle in Family Problems	Summer	23
Business Management	Ten Tough Tasks of a Boss	Fall	28
Business Management	What to do About Employee Gripes	Spring	29
Clark, James V.	Distortions of Behavioral Science	Spring	27
Daniels, J., R.J. Comiskey	The Unproductive Employee--Cause, Effect and Remedy	Summer	25
Davis, Keith	The Case for Participative Management	Spring	27
Ewing, David W.	Tension Can Be an Asset	Winter	22
Farr, James N.	Improving Attitudes, Through Management Leadership	Spring	28
Gellerman, Saul W.	What's Behind Employee Attitudes Toward Change	Spring	28
Halperin, Joseph	Absenteeism	Spring	28
Herzberg, Frederick	The Motivation-Hygiene Concept and Problems of Manpower	Spring	29
Huberman, John	Discipline Without Punishment	Fall	28
Indik, B.P., S.E. Seashore	Hidden Costs of Large Size--And How to Avoid Them	Summer	24
Jacobson, Howard Boone	The Human Use of the White Collar	Winter	23
Levinson, Harry	Turn Anger Into an Asset	Fall	29
Mason, Joseph G.	New Way to Improve Your Decisions	Fall	30
Miles, Raymond E.	Conflicting Elements in Managerial Ideologies	Winter	21
Nation's Business	When and How To Quit a Job	Winter	22
Patterson, William A.	The Importance of Individual Recognization	Summer	24
Peter, Hollis W.	Using Behavioral Science in Management	Winter	22
Peters, Robert L.	Who wants the Creative Genius?	Summer	23
Reid, Peter C.	How to Survive a Systems Change	Summer	24
Schuler, Stanley	How to Cope with Problem Executives	Winter	21
Slesinger, Jonathan A., Ernest Harburg	Organizational Stress: A Force Requiring Management Control	Fall	29
Stieglitz, Harold	What's Not on the Organization Chart	Winter	21
Trueman, Allen K.	You Can Resolve Employee Grievances	Summer	25
Wright, Martin	Putting Surveys to Work	Fall	30

RECRUITING, INTERVIEWING, SELECTION, PLACEMENT

Athos, Anthony G.	From Campus...To Company...To Company	Spring	30
Aylan-Parker, John	Assessment by Intuition	Summer	26
Bratt, Elmer C.	The Boom by '70	Winter	24
Business Management	Jobs for Negroes: One Company's Answer	Spring	30
Business Management	Why This Company Hires--And Trains--College Dropouts	Fall	32
Fuerst, J.S., J.S. Wiggins	How a Small Company Attracts and Keeps Above-Average Employees	Spring	31
Gillmer, Richard S.	Are You Misusing Intelligence Tests?	Summer	26
Habbe, Stephen	Hiring Negro Workers	Fall	31
Habbe, Stephen	Recruiting Negro College Graduates	Winter	25
Hargis, C.C., Jr.	Wanted English Majors	Winter	23
Harrison, Evelyn	The Working Woman: Barriers in Employment	Fall	31
Industrial Relations News	Capitalizing on the Skills Potential of the 2-Year Grad	Spring	30
Industrial Relations News	Personnel Execs View the Temporary Help Service Industry	Winter	24
Magee, Richard H.	Reference Checking--Objectives and Techniques	Winter	24
Mayfield, Harold	Upgrading the Workforce: Don't Overshoot the Mark	Fall	31
McKersie, Robert B.	The Civil Rights Movement and Employment	Fall	32
Moffatt, Thomas L.	Where Interviews Fail	Winter	23

RECRUITING, INTERVIEWING, SELECTION, PLACEMENT

(Continued)

Author	Title	Issue	Page No.
Nelson, Walter B.	Motto For Edpeople Pickers: Quality First!	Spring	29
Northrup, Herbert R.	Equal Opportunity and Equal Pay	Winter	25
Odiorne, George S.	How to Get the Men you Want	Summer	25
Sutton, K.E., F.O. Carleton	The College Recruiter: A Critique	Summer	27
Trice, H.M.	The Weighted Application Blank--A Caution	Summer	26
Trull, Samuel G.	Strategies of Effective Interviewing	Spring	31
Williams, Frank J., Thomas W. Harrell	Predicting Success in Business	Fall	30
Witkin, Arthur A.	Can Applicants "Beat" Aptitude Tests?	Summer	27

EMPLOYEE EDUCATION, TRAINING AND RETRAINING

Arnold, John D.	Train Your Foremen to Think Like Executives	Summer	28
Belbin, E., S. Shimmin	Training the Middle-Aged for Inspection Work	Summer	28
Blansfield, M.G., R.R. Blake, J. S. Mouton	The Merger Laboratory	Fall	34
Boyd, Bradford B.	Worker to Supervisor--Problems of Transition	Winter	27
Caldwell, Lynton K.	Measuring and Evaluating Personnel Training	Summer	29
Caskey, Clark C.	How To Get More Benefit from Training	Winter	26
Edmondson, Nicholas P.	Education by Automation	Spring	31
Employee Relations Bulletin	GE Offers Hourly Pre-Professionals Chance to Develop	Summer	27
Foltman, Felician F.	An Assessment of Apprenticeship	Summer	28
Gunnells, J.H.	New Trainees Cannot Carry the Training Program	Fall	33
Huneryager, S.G.	The Psychological Basis of Effective Training	Fall	33
Kleinschrod, Walter A.	The Crisis of Unemployed Youth	Spring	32
Miller, Norman R.	Effective Leadership Training	Fall	33
Morton, Robert B. and Bernard M. Bass	The Organizational Training Laboratory	Winter	25
Murgo, John D.	Education and First-Line Supervisors	Spring	32
Nicoletti, Anthony C.	The Use of Small Teaching Machines in Industry	Spring	33
Odiorne, G.S.	Management Training--the Conflict Between Economics and Social Science	Winter	26
Reddin, W.J.	The Tri-Dimensional Grid	Fall	32
Schein, Edgar H.	How to Break in the College Graduate	Winter	26
Stander, Norman E.	Basic Elements in Reliability Training	Spring	32
Winn, Alexander	Laboratory Training in Industry	Fall	34

COMMUNICATIONS

Boyd, Bradford B.	Developing Case Studies	Winter	27
Boyd, Bradford B.	Overcoming the Barriers to Effective Inter-Shift Communication	Fall	35
Business Management	Can Your Company Use Closed Circuit Television?	Winter	27
Dodimead, E.H.	Keeping People Informed Is a Specialist's Job	Spring	33
Goetziner, C., M. Valentine	Problems in Executive Interpersonal Communication	Summer	30
Industrial Relations News	Face Lifting for the Employee Communications Specialist	Summer	29
Lindh, A.W.	Plain Talk About Communicating in Business	Summer	30
Manage	How to Say What You Mean	Summer	29
Seybold, Geneva	Personnel Reports That Reach the President	Fall	34
Wilkinson, R.	What Every Supervisor Needs to Know (But Doesn't Necessarily Hear About)	Summer	30

LABOR RELATIONS

Author	Title	Issue	Page No.
Bambrick, James J.	White-Collar Unionization	Summer	32
Bedolis, Robert A.	A "No Strike - Strike Agreement"	Winter	29
Blum, Albert A.	Labor at the Crossroads	Fall	35
Christian, Roger W.	Status and Future of Industrial Relations	Spring	35
Caples, William G.	How Companies Are Using Arbitration	Winter	29
Finegan, T. Aldrich	Can a Case be Made for Discouraging Overtime?	Summer	31
Foegen, J.H.	Has Collective Bargaining Degenerated?	Fall	35
Gilroy, Thomas P.	The Long-Range Impact of Strike Insurance Plans	Spring	34
Hilbert, R.L., J.D. Young	Right to Work Legislation--Examination of Related Issues and Effects	Spring	35
Hutchinson, John G.	Should Firms Operate During Strikes?	Fall	36
Hutchinson, John G.	Stiffer Battles Ahead Over Work Standards	Spring	35
Industrial Relations News	The Rumbling in the Union Ranks	Winter	28
Kheel, Theodore W.	A Labor Relations Policy for 1964	Summer	31
Livernash, E. Robert	Brighter Future for Collective Bargaining	Winter	29
McKersie, Robert B.	Avoiding Written Grievances by Problem Solving: An Outside View	Winter	30
Northrup, Herbert R.	Fact-Finding in Labor Disputes: The States' Experience	Spring	34
Rolfe, Bob	Understanding the Trade Union Officer	Spring	34
Shultz, George P.	Strikes: The Private Stake and the Public Interest	Fall	36
Simkin, William E.	The Trend to Maturity in Industrial Relations	Summer	32
Sloane, Arthur A.	Grievance Arbitration at the Crossroads	Winter	28
Stagner, Ross	The Psychologist's Role in Contract Negotiations	Winter	28
Torrance, William D.	Compulsory Arbitration--Solution or Anathema?	Spring	33
Wortman, M.S., Jr., F. Luthans	How Many Contracts Ban Discrimination in Employment?	Summer	31

COMPENSATION

Bedolis, Robert A.	The Kaiser Sharing Plan's First Year	Fall	36
Belcher, David W.	Ominous Trends in Wage and Salary Administration	Winter	30
Bueschell, R.T.	Computers Help Companies Get More Compensation $	Fall	37
Employee Relations Bulletin	Office Incentive Program Boosts Production--And Pay	Summer	33
Foote, George H.	When Deferred Compensation Doesn't Pay	Summer	32
Mahoney, Thomas A.	Compensation Preferences of Managers	Fall	37
Management Review	Tips on Effective Incentive Systems	Winter	31
Patton, Arch.	Executive Compensation by 1970	Winter	30
Rehmus, F.P., H.M. Wagner	Applying Linear Programming to Your Pay Structure	Spring	36
Stewart, Charles D.	Promotional Increases--A Formula Approach	Winter	31
Wall, Robert G.	Do's and Don'ts for the Occasional User of Salary Surveys	Summer	33
Wall, Robert G.	Do Your Salary Decisions Pay Off?	Fall	37

PERFORMANCE APPRAISAL

Harris, Chester R., Rinald C. Heise	Tasks, Not Traits--The Key to Better Performance Review	Fall	38
Lamouria, L.H., T.W. Harrell	An Approach to an Objective Criterion for Research Managers	Spring	36
McConkey, Dale D.	Judging Managerial Performance	Winter	31
Schoeller, V. Donald	Set Standards for Your Own Performance	Summer	33
Torbert, Frances B.	Experiments with a Manager's Letter Program	Spring	36

AUTOMATION

Author	Title	Issue	Page No.
Bennett, G.	Unemployment, Automation and Labor-Management Relations	Winter	33
Bernstein, Merton C.	A Challenge to Enterprise: How to Put Automation To Work Making Jobs	Winter	32
Davis, Keith	Human Adjustment to Automation	Spring	37
Fitz, Allan S., R. Stephen Jenks	Automation's Hidden Message: The Worker Is a Decision-Maker	Fall	38
Grad, Burton	Computer Era Calls for New Management Solutions	Summer	34
Hodges, Luther H.	The Challenge of Change	Spring	37
King, S.D.M.	Automation and the Evaluation of Training	Winter	32
Mee, John F.	Haruspices, Happenings, and Horizons	Fall	38
Shaul, Donald R.	What's Really Ahead for Middle Management?	Winter	32
Snyder, J.I., Jr.	Automation and Unemployment: Management's Quiet Crisis	Spring	37
Sullivan, J.W.	Increasing Computer Efficiency: Educate All Personnel	Summer	34

BENEFIT PLANS, PERSONNEL SERVICES

Bray, George A.	What Illinois Bell Has Learned from Its Retirement Planning Program	Winter	34
Business Management	Should You Buy Your Employees a College Education?	Winter	33
Business Management	What Companies Carry in Personnel Insurance	Summer	35
Dartnell Management Service	How Business Prepares Employees for Retirement	Summer	34
Fox, Harland	Top Executive Pensions, 1957 and 1963	Winter	33
Fox, Harland	The Widow's Pension	Fall	39
Garbarino, J.W.	Fringe Benefits and Overtime as Barriers to Expanding Employment	Summer	35
Jones, R. Kent	Try a Benefit Review Program	Spring	38
Levine, Marvin J.	A Reappraisal of Compulsory Retirement Policies	Winter	34

INDUSTRIAL HEALTH AND SAFETY

Falater, Frederick F.	Safety--A State of Mind	Summer	36
Gallagher, Thomas W.	Ohio's Goal: A Safety Director for Every Plant	Winter	34
Johnson, Dr. Harry J.	Are Managers Heart Attack Prone?	Spring	38
Leiber, Dr. E.E.	Accident Neurosis	Spring	38
Lieber, E.E.	Industrial Neurosis	Fall	39
Occupational Hazards	Industry's War Over Workmen's Compensation	Summer	35
Occupational Hazards	Some Workers Want to Have Accidents	Fall	39
Trice, Harrison M.	New Light on Identifying the Alcoholic Employee	Winter	35

MISCELLANEOUS ACTION

Gilman, Glenn	The Ethical Dimension in American Management	Winter	35
Gordon, R.A.	Has Structural Unemployment Worsened?	Fall	40
Gragg, Charles I.	Whose Fault Was It?	Spring	39
Haberstroh, Chadwick J.	The Legitimacy of Managerial Authority	Fall	40
Metzler, John H.	Who is the Completely Free Man?	Summer	36
Phillips, Charles F., Jr.	What is Wrong With Profit Maximization?	Spring	39
Rourke, Francis E. and Glenn E. Brooks	The Managerial Revolution: In Higher Education	Winter	35
Strauss, George	Organization Man--Prospect for the Future	Summer	36
Valentine, Raymond F.	The Facts of Life About Organization	Fall	40
Webster, Eric	Ideamanship: What Every Manager Should Know	Spring	39

MANAGEMENT BRIEFS

Author	Title	Issue	Page No.
Anderson, Arne H., W.F. Hahn	Health and Insurance Benefits for Salaried Employees	Spring	40
Business Management	Safety Training That Works	Summer	37
Dorman, Robert W.	What Personnel Rotation Can Do for Your Firm	Spring	40
Employee Relations Bulletin	Stress Weight Control in Executive Health Plans	Winter	36
Employee Relations Bulletin	Wisconsin Study Profiles the Productive Employee	Summer	37
Factory	Are American Plants Overmanaged? Europe Says, "Yes" America Says, "No"	Winter	36
Filley, Alan C.	Common Misconceptions in Business Management	Winter	36
Glickman, Albert S.	Leadership and Motivation: Art and Science	Spring	40
Gordon, Margaret S.	U.S. Manpower and Employment Policy	Winter	36
Hall, Oswald	Gender and the Division of Labor	Fall	41
Knowles, Daniel E.	The Personnel Man as Business Systems Engineer	Summer	37
Lewis, Robert E.	Are Your Subordinates Afraid To Make Mistakes?	Fall	41
Nation's Business	Fringe Benefit Costs Head Higher	Winter	36
Neary, H. James	American Trade Union Membership in 1962	Fall	41
Nelson, A.A.	How Important is Vision Conservation?	Summer	37
Patten, F.C.	What Industry Can Do to Inspire Young People	Spring	40
Shaffer, Robert O.	A Measuring Stick for the Administrator	Fall	41
Stessin, Lawrence	Arbitrator: Friend or Foe?	Spring	40
Supervisory Management	When You Can't Tell Them Everything	Fall	41
Teel, K.S., R.G. Kinkade	Attitudes of Production Workers Toward Closed-Circuit Television	Summer	37

FEATURE ARTICLES

Business Horizons	What Do You Mean "Business is a Profession?"	Summer	2
Hastings House Publishers	On Understanding and Being Understood	Spring	2
The Personnel Administrator	Problems in Management Development Programs	Winter	2
The Quarterly Review of Business and Economics	Some Hidden Meanings of Automation	Fall	2

EXHIBITS

Administrative Management	How to Plan for Peak and Valley Periods	Fall	42
The Conference Board Record	Skills Inventories--Who Can Do What?	Summer	38
Factory	Sensitivity Training	Winter	37
Supervision	The New Equal Pay Law	Spring	41